


PS COMMITTEE #1  
February 19, 2009

**MEMORANDUM**

February 17, 2009

TO: Public Safety Committee  
FROM: Minna K. Davidson,  Legislative Analyst  
SUBJECT: Automated External Defibrillators (AEDs) in County agency buildings

In January 2008, it came to the Council's attention that there is not a clear policy about who is responsible for maintaining AEDs in the Council Office Building. To gain a better understanding about policies for maintaining AEDs across County agencies, the Public Safety and Management and Fiscal Policy Committees held a joint session last January. To follow up on the session, the Committees requested that MCFRS staff provide written responses to several questions in the packet, an inventory of AEDs in County agency buildings, and a plan for purchasing and maintaining defibrillators in County buildings.

MCFRS staff is in the process of working through the issues involved in establishing an AED program for Montgomery County Government. Using AED guidelines from MCPS as a model (MCPS guidelines on © 23-31), MCFRS staff developed draft AED guidelines for County Government (draft MCG guidelines on © 1-8). They have provided some of the fiscal impacts on © 9-10. They have also developed preliminary responses to the questions from last January (© 16-22), but it is clear that many issues remain to be thought through further.

For the February 19 Public Safety Committee session, MCFRS staff will present an overview of the draft guidelines. The Committee may then want to ask them to discuss the issues below.

**Inventory of AEDs**

MCFRS staff has provided an inventory of AEDs in County agencies on © 11-15. A summary table showing how many AEDs each agency has appears below.

<b>Agency</b>	<b># AEDs</b>
M-NCPPC	3
Montgomery College	45
Montgomery County Government	
Correction and Rehabilitation*	20
Recreation	32
EOB/COB/PSCC	7
Fleet Management	4
Urban Districts	2
Courts/Sheriff	4
MCPS	121
Revenue Authority	9
<b>Total*</b>	<b>247</b>

\*Four AEDs, for MCDC Main Control, DOCR Hq 11<sup>th</sup> floor, CPU, and Spare Unit – Training, appear to be listed twice. If duplicates should be removed, there would be 16 DOCR units and the overall total would be 243.

1. Do M-NCPPC, Montgomery College, and the Revenue Authority have AED policies in place? If so, are they similar to the MCPS guidelines, or do they follow a different model?
2. For County Government, how do the departments that have AEDs currently handle routine maintenance and AED equipment replacement? Who pays for maintenance and replacement costs?
3. How did the County agencies determine where AEDs should be located? Are there standards or guidelines for determining where AEDs should be sited, and how many AEDs are needed in a facility?

### **Draft AED Guidelines for MCG**

While the draft guidelines are very helpful in identifying the responsibilities associated with AED operation and maintenance, there are still several issues to be resolved.

1. It is not clear whether MCFRS considered any other models for AED maintenance, for example, developing a centralized maintenance program carried out by DGS facilities staff or County Security Officers, or outsourcing AED maintenance and replacement responsibilities to a contractor. Considering that MCFRS estimates a fiscal impact of \$165,000 to administer this program in the first year, and \$125,000 in following years, it might be worth considering whether other options could provide a more consistent or cost effective AED maintenance program.
2. The draft guidelines would assign the departments responsibility for maintaining AEDs and keeping required maintenance records. While this might be appropriate for a facility occupied by a single department, it is not as clear how it would work for a facility occupied by multiple departments, such as the COB or EOB.

3. The draft guidelines say that departments must designate employees for CPR/AED training, but they do not provide guidance about the number of employees who should be designated, or any criteria for selecting employees for this responsibility.
4. The fiscal impact on © 9 does not estimate training costs for the AED program. The responses to questions 20-24 on © 21-22 provide insight into the factors that would influence the cost of training, but without knowing how many people might have to be trained, the total training cost cannot be estimated.
5. The draft guidelines say that Medtronic Lifepak 500 or CR+ defibrillators are approved for the program (Council staff notes that the cost information on © 10 says that Lifepak 500 models are no longer available), but does not give any guidance about how to purchase an approved AED unit or related supplies. The response to Question 9 on © 18 appears to support a centralized purchasing program, but the guidelines do not address this issue.

### **Next Steps**

After discussing the issues above, the Committee might want to discuss with MCFRS staff possible next steps. Some options might include asking MCFRS staff to:

- Refine and issue the guidelines by a specific deadline.
- Explore the costs and benefits of other models for AED maintenance in County Government, such as assigning the responsibility to a centralized unit like County Security Officers, or outsourcing the program to a contractor.
- Form a working group with other County agencies to determine whether there are approaches to AED maintenance that could be implemented across agencies.
- Research how AEDs are being implemented and maintained in other jurisdictions to determine whether there might be useful models for Montgomery County.

### **This packet contains:**

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**Memorandum**

February 12, 2009

To: Interim Fire Chief Richard Bowers

Via: Acting Division Chief Steve Lohr  
Operations Section

From: Assistant Chief Mike McAdams  
Emergency Medical Service Section

Subject: Automatic External Defibrillation program development

The Montgomery County Fire Rescue Service (MCFRS) and the Montgomery County Council Staff have been in discussion about management of an Automatic External defibrillator (AED) program county wide. The attached documents will provide a starting point for administrative process, financial needs and focus of this program.

## **Automated External Defibrillator (AED) Guidelines for Montgomery County Government**

### **Purpose**

To provide guidance in the management and administration of the Montgomery County Government AED program for the treatment of victims above the age of 12 months who experience sudden cardiac arrest (SCA). The guidance on the special treatment of children between the ages of 12 months and 8 years is on page 5 of this document.

- An AED shall be available for use in Montgomery County Government facilities when a person is suspected of having a sudden cardiac arrest event.
  - Sudden Cardiac arrest (SCA) is defined as the sudden cessation of cardiac activity so that the victim becomes unconscious, unresponsive and no signs of circulation (normal breathing, movement, coughing, and a pulse).
  - SCA is a condition that occur when electrical impulses of the human heart malfunction causing a disturbance in the heart's electrical rhythm called ventricular fibrillation (VF) or ventricular tachycardia (VT). This erratic and ineffective electrical heart rhythm causes complete cessation of the heart's normal function of pumping blood, resulting in sudden death. The most effective treatment for this condition is cardio pulmonary resuscitation (CPR) and the administration of an electrical shock to the heart by a defibrillator, delivered within a short time of the onset of VF or VT.
  - An automated external defibrillator (AED) is used to treat victims who experience SCA. It is only to be applied to a victim that is unconscious, unresponsive and does not show signs of circulation (normal breathing, movement, coughing, and a pulse). It should not be applied to someone who has a pulse and is breathing normally. Once the AED is turned on, it will give you voice prompts of what to do. It will tell you to place the electrode pads on the patient and then advise to stand clear. It will evaluate the patients' heart rhythm and if a shockable heart rhythm is detected, the AED will charge to the appropriate energy level and issue a verbal warning for everyone to stand clear. During this time, no one should touch the victim as the unit will charge and either advise the rescuer to push the shock button or the device will deliver the shock automatically. The bystanders will then be advised to begin CPR.

### **Training**

- Security and some staff personnel have received training in American Heart Association (AHA) Heart-Saver CPR/AED for adults and children. Additional training in CPR/AED will be offered to county personnel in coming years. Each person who has successfully completed training in CPR/AED must refresh their training every two years in accordance with AHA guidelines. American Red Cross (ARC) and National Safety Council (NSC) CPR/AED training is also acceptable per state regulations.
- Designated employees shall complete training according to Montgomery County Government (MCG) regulations to adequately provide CPR and AED assistance. AED

training must be a course approved by the State of Maryland through the Maryland Institute of Emergency Medical Services Systems (MIEMSS). Trained employees also should be trained in universal precautions against blood-borne pathogens.

- The trained employees should be offered hepatitis B vaccination free of charge. Department/Agency head, Facility Safety Manager or designee shall maintain training records for the trained employees. Note: This AED program also includes the treatment of children greater than 12 months of age and less than eight years of age.
- AED-trained employees should refresh AED skill every six/twelve months using computer-based training. Each AED-trained employee will/should have access to the AED CD/DVD training software. Every six/twelve months each trained employee will perform a three-scenario evaluation that will be reviewed by the department/agency designee. (Record document attached).

### **Program Supervision**

- The AED Coordinator as mandated by Maryland COMAR 30.06 AED regulation will be the Montgomery County Fire Rescue (MCFRS) Public Access Defibrillation (PAD) Manager.
- Supervision of the MCG AED program is the responsibility of the Department/Agency head, Facility Safety Manager or designee. AEDs located at a facility will be the responsibility of that department/agency to maintain.
- Each county facility with an AED will have a designated AED contact. The department/agency will provide assistance to each facility. A record must be maintained on each AED. This will include a "Weekly Safety Inspection Record" to verify the status of the AED. This includes the "Date", "Inspector Initials", if the "AED Case Intact", if the "Battery Charged: "Ready for Use"" and if "All Equipment is with AED" to include electrode pad expiration dates.
- MCFRS PAD manager will provide assistance to the department/agency regarding location, maintenance and replacement of electrodes for the AED units. Coordination of CPR and AED training should be through the CPR Montgomery training center.
- The MCFRS PAD Manager, 240-777-2440 or 301-318-0842 (cell), is available to provide assistance and will maintain oversight for compliance of MCG guidelines.

### **County-wide Department/Agency Responsibilities**

- Select employees for CPR/AED training and distribution of CPR/AED-trained staff as required
- Coordinate training for facility emergency responders

### **Department/Agency Management Responsibilities**

- Coordinate equipment maintenance and accessory replacement.

- Maintain on file a specifications/technical information sheet for each approved AED model assigned to the facility. Maintain the completed “AED Weekly Safety Inspection Record” sheets.
- Assist in revising these guidelines as required
- Monitor the effectiveness of the program
- Communicate with MCFRS medical director and MCFRS PAD manager on issues related to medical emergency response program including post-event reviews

### **Facility Responsibilities**

- The facility staff is responsible for:
  - Receiving emergency medical calls during business hours
  - Contacting 911 immediately if this has not been done by the responders
  - Assigning someone to meet responding public safety/emergency vehicle and direct Emergency Medical Services (EMS) personnel to the site of the medical emergency
  - Completing and maintaining the AED Weekly Safety Inspection Report (attached)
  - Reporting equipment maintenance issues to the Department/Agency designee, Facility Manager and/or MCFRS PAD Manager)
  - Contacting MCFRS PAD Manager immediately after an AED is used

### **AED Trained Employee Responsibilities**

- Call 911 or direct someone to call 911 and give the location in the building when someone is found unconscious and unresponsive
- Activate internal emergency response system and provide prompt basic life support including CPR and use of the AED according to training and experience
- Understand and comply with these guidelines
- Immunities for AED use are available under Education Article, §13-517 and Courts and Judicial Proceedings §5-603, Annotated Code of Maryland

### **Volunteer Responder Responsibilities**

- Anyone can, at their discretion, provide voluntary assistance to victims of medical emergencies. The extent to which these individuals respond shall be appropriate to their training and experience. These responders are encouraged to contribute to emergency response only to the extent they are comfortable. The emergency medical response of these individuals may include CPR, AED or First Aid.
- Immunities for AED use are available under Education Article, §13-517 and Courts and Judicial Proceedings §5-603, Annotated Code of Maryland.

### AED Users

- Use of an AED should be limited to a trained individual who has successfully completed an approved CPR/AED training program within the last two years and has a current successful course completion card, if possible
- However, it is acceptable for an AED to be used by any individual that wishes to attempt to utilize the equipment when a SCA event occurs and no trained individuals are available

### Applicable Documents

- MCG AED guidelines for facilities
- MCG blood-borne pathogens infection control procedure for universal precautions
- Maryland COMAR 30.06 AED Regulation
- Education Article, §13-517, Annotated Code of Maryland
- Courts and Judicial Proceedings §5-603, Annotated Code of Maryland

### Medical Control

- The medical director of the AED program is Roger M. Stone, M.D. The medical director of the AED program has ongoing responsibility for:
  - Providing medical oversight and consultancy for the provision of AED units by MCG
  - Writing a prescription for AED unit purchase
  - Evaluating post-event review forms and digital files downloaded from the AED

### Equipment

- Following is a list of the approved equipment:
  - The Medtronic LIFEPAK 500 or CR+ Automatic External Defibrillators (AED) has been approved for this program. The AED conforms to federal, state and county standards.
  - Each AED will have one set of adult defibrillation electrodes connected to the device and one spare set of adult electrodes. One resuscitation kit will be connected to the strap of the AED. This kit contains two pair of latex-free gloves, one razor, one set of trauma shears, and one facemask barrier device. Also connected to the strap is a pouch with the Infant/Child Reduced Energy Defibrillation Electrodes.



### **Location of AED**

- The AED is to be located in an alarmed box in plain sight of individuals and accessible at all times
- Location of the AED(s) should provide optimal accessibility to the maximum number of individuals at the facility. Upon placement of the AED, please consider the following:
  1. No obstacles are in the way of the AED.
  2. Avoid locked doors preventing quick access to the AED.
  3. Areas of the facility with large numbers of high-risk individuals.
  4. Length of time and distance to access the AED.
  5. The AED is placed in a location clearly visible
- The AED should be retrievable within two to three minutes walk should an SCA occur
- Location of AED(s) at \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### **Equipment Maintenance**

- All equipment and accessories necessary for support of medical emergency response shall be maintained in a state of readiness. Specific maintenance requirements include the following:
  - Staff at the facility shall be informed of changes in availability of emergency response equipment at all times. If equipment is withdrawn from service, the department/agency head shall be informed and should then be notified when the equipment is returned to service
  - Staff at the facility shall be responsible for informing facility responders of changes in availability of emergency medical equipment
  - The facility manager or designee shall be responsible for ensuring the required equipment maintenance is performed on all AED units assigned to that facility (refer to the attached AED Weekly Safety Inspection Record)
  - Following the use of emergency response equipment, all equipment shall be cleaned and/or decontaminated as required. If contamination includes body fluids, the equipment shall be disinfected in accordance with MCG Blood-borne Pathogens Exposure Control Plan using universal precautions and a 10:1 water and bleach solution. Do not use this solution on the actual AED device. Wipe with an alcohol based or recommended solution for electronics and let stand for 10 minutes. Do not submerge the device in this solution.

### **Routine Maintenance**

- The AED will perform a self-diagnostic test every 24 hours that includes a check of the battery strength and an evaluation of the internal components
- The Facility Manager or designee will perform the weekly AED checks following the procedures checklist (separate attachment). The procedure checklist will be posted with each AED

- When performing the weekly inspection, any electrode within 30 days of its expiration date should be reported to the Facility Safety Manager.

### **Required Medical Response Documentation**

- MIEMSS Facility AED Report Form must be filled out when:
  - A suspected Cardiac Arrest occurs at your facility whether or not the AED was applied
  - Any time the Facility AED pads are put on a person (regardless of the person's medical condition). This includes the use of a Facility AED for any reason by anyone.
- When does the report not need to be filled out?
  - The report does not need to be filled out for non-cardiac related false alarms when the AED is retrieved but the pads are not applied. (Example: A person feels ill and the AED is brought to the patient side. The caregiver at the scene does not put the AED Pads on the patient because the patient is not suspected of having a cardiac arrest.)
- Who should fill out the report?
  - The report form should be filled out immediately after an incident occurs at your facility ***by the main Facility Caregiver at the scene and the Facility AED Operator*** (if a different person). The main facility caregiver at the scene is defined as the employee who begins the resuscitation process prior to the facility AED operator arriving. This may be the same person and only one report is then needed. If the person initiating resuscitation is not a facility employee, then the Facility AED Operator should be the person who fills out the form. The facility is not responsible for tracking down the bystander and not a facility employee initiated the CPR process. The Facility Safety Manager should review the report and help clarify any questions the caregiver may have concerning the report.
- The Facility Manager or designee is responsible for assuring the form is fully completed. The completed form must return to MCFRS PAD Manager within 48 hours of the incident.
  - A copy of the Facility AED Report Form,
  - A copy of the AED Summary Report (internal report generated from the facility AED)
  - A copy of the FDA Incident Form (if applicable)
  - A copy of the reports should also be forwarded to the MCFRS PAD Manager.

- Forms can be returned to MIEMSS by either Fax or Express Mail.

- MIEMSS Fax: (4410) 706-4366
- Express Mail to: MIEMSS  
653 West Pratt Street  
Baltimore, MD 21201  
Attn: Epidemiology / M-CAPD Study

### **Post-Event Review**

Following each deployment of the response safety team, or if a volunteer responder uses an AED, a review shall be conducted to learn from the experience. The Facility Manager or MCFRS PAD Manager shall conduct and document the post-event review. All key participants in the event shall participate in the review. Included in the review shall be the identification of actions that went well and the collection of opportunities for improvement as well as critical incident stress management (CISM) debriefing. A summary of the post-event review shall be maintained by the MCFRS PAD Manager in accordance with applicable record retention regulations.

### **Annual System Assessment**

Once each calendar year, the Department/Agency designee, Facility Manager shall conduct and document a system readiness review. This review shall include review of the following elements:

- Training records
- Equipment operation and maintenance records

### **Approvals**

Department/Agency Director:	Name: _____	Signature: _____	Date: _____
Facility Safety Manager:	Name: _____	Signature: _____	Date: _____
Medical Director:	Name: _____	Signature: _____	Date: _____
MCFRS PAD Manager:	Name: _____	Signature: _____	Date: _____

**Current AEDs registered in Montgomery County:**

Please see the attached document with the 800 plus sites. This list does not include the county facilities that would be included in a comprehensive county program.

**Fiscal impact**

The resources required to manage a county based public access defibrillation program assigned to the Montgomery County Fire Rescue Service are the following:

<b><u>Resource</u></b>	<b><u>Cost</u></b>
Office space plus supplies This cost includes a set fee for office set up, laptop, printer and office rental.	\$25,000.00
Program Manager This position would be contract employee	\$75 – 90,000.00
Vehicle, plus maintenance, insurance, etc The one time cost for a vehicle.	\$35,000.00
Supplies for the AED (pads, batteries)	\$10, 000.00/year
Educational resources	\$10,000.00/year
Total cost first year	\$160,000.00
Following year's maintenance cost	\$125,000.00

These figures are based on the need to define the scope of work and resources needed for a complete program.

Montgomery County Physio Control Pricing

LP12 (ALS Use)	\$22,450.00
LP500 (No Longer Available)	
LP1000 Basic	\$2,495.00
LP1000 3-Lead (Fire Rescue)	\$2,995.00
LP CR Plus (Public Friendly)	\$1,705.00
Adult Pads (LP12, LP500/1000) (Replace every 2 to 3 years and after each use)	\$24.00
Pediatric Pads (LP12) (Replace every 2 to 3 years and after each use)	\$24.00
Pediatric Pads (All AEDs) (Replace every 2 to 3 years and after each use)	\$80.00
Replacement Battery (LP500) (Replace every 2.5 to 3 years)	\$198.00
Replacement Battery (LP1000) (Replace every 2.5 to 3 years)	\$290.00
Replacement CR+ Battery and 2 Adult Pads (Replace every 2 years and after each use)	\$85.00
Replacement LP12 Batteries (Replace every 2 to 4 years depending on usage)	\$265.00
AED Cabinet (Surface Mounted wall cabinet with local alarm)	\$234.00
AED Cabinet (Semi-recessed wall cabinet with local alarm)	\$254.00
AED Cabinet (Recessed wall cabinet with local alarm)	\$218.00
<b>Recommneded replacement of all medical devices is 7 to 10 years</b>	

# AEDs in Montgomery County Government Facilities

R	Facility Name	Site Name	Address1	Address2	City	State	Zip	AED Location
Y	MD. Nat. Cap. Pk. & Pl.	Cabin John Ice Rink	10810 Westlake Dr.		Rockville	MD	20852-	At Cash register counter / main office
Y	MD. Nat. Cap. Pk. & Pl.	Wheaton Ice Rink	11751 Orebaugh Ave.		Wheaton	MD	20902-	At Cash register counter / main office
Y	MD. Nat. Cap. Pk. & Pl.	Cabin John Indoor Tennis facility	7801 Democracy Blvd.		Bethesda	MD	20817-	Main Office
Y	Montgomery College	Montgomery College	51 Mannakee Street		Rockville	MD	20850-	PE Bldg. 2nd. Floor Rm. PE236
Y	Montgomery College	MC - Counseling and Advising Building	51 Mannakee St.	Rockville Campus	Rockville	MD	20850-	Security Office
Y	Montgomery College	MC - GU - Guildelsky Institute for Technical Ed	51 Mannakee St.	Rockville Campus	Rockville	MD	20850-	Main Entrance Lobby near Elevator
Y	Montgomery College	MC - PE - Physical Education Center	51 Mannakee St.	Rockville Campus	Rockville	MD	20850-	Pool Office
Y	Montgomery College	MC - PE - Physical Education Center	51 Mannakee St.	Rockville Campus	Rockville	MD	20850-	Main Entrance Lobby near Elevator
Y	Montgomery College	MC - MK - Mannakee Building - Central Admin.	51 Mannakee St.	Rockville Campus	Rockville	MD	20850-	Main Entrance Lobby near Elevator
Y	Montgomery College	MC - SB - South Campus Instructional Building	51 Mannakee St.	Rockville Campus	Rockville	MD	20850-	Main Entrance Lobby near Elev. - near room 111
Y	Montgomery College	MC - PA - Parilla Performing Arts Center	51 Mannakee St.	Rockville Campus	Rockville	MD	20850-	Main Office Outside
Y	Montgomery College	MC - MU - Music Building	51 Mannakee St.	Rockville Campus	Rockville	MD	20850-	Main Level Lobby near room 124
Y	Montgomery College	MC - AR - Art Building	51 Mannakee St.	Rockville Campus	Rockville	MD	20850-	Main Level Lobby by the elevator
Y	Montgomery College	MC - CC - Campus Center (Continuing Education)	51 Mannakee St.	Rockville Campus	Rockville	MD	20850-	Cafeteria Area / MC Copies outside room 142
Y	Montgomery College	MC - TA - Theatre Arts Building	51 Mannakee St.	Rockville Campus	Rockville	MD	20850-	Lobby near room 107
Y	Montgomery College	MC - HU - Humanities Building	51 Mannakee St.	Rockville Campus	Rockville	MD	20850-	First Level
Y	Montgomery College	MC - CS - Computer Science Building	51 Mannakee St.	Rockville Campus	Rockville	MD	20850-	Ground flr. Comp. labs near elev. (near room 20)
Y	Montgomery College	MC - SS - Student Services Building	51 Mannakee St.	Rockville Campus	Rockville	MD	20850-	Lobby by the Xerox Maching
Y	Montgomery College	MC - MT - Macklin Tower	51 Mannakee St.	Rockville Campus	Rockville	MD	20850-	Main Lobby by Provosts Bathrooms and Elev.
Y	Montgomery College	MC - SE/SW - Science Building East and West	51 Mannakee St.	Rockville Campus	Rockville	MD	20850-	1st floor Hallway between Buildings
Y	Montgomery College	MC - TC - Technical Center	51 Mannakee St.	Rockville Campus	Rockville	MD	20850-	Lower Floor Entrance near Rm 116
Y	Montgomery College	MC - CH - Child Care Center	51 Mannakee St.	Rockville Campus	Rockville	MD	20850-	Lobby Area
Y	Montgomery College	MC - SA - Science & Applied Studies	20200 Observation Dr.	Germantown Campus	Germantown	MD	20876-	Stored w/Security Base med bag - room 291
Y	Montgomery College	MC - SA - Science & Applied Studies	20200 Observation Dr.	Germantown Campus	Germantown	MD	20876-	Main Lobby - 40' from elevator near rm. 100
Y	Montgomery College	MC - HS - Humanities & Social Sciences	20200 Observation Dr.	Germantown Campus	Germantown	MD	20876-	Lobby - left of elevator near rm. 100
Y	Montgomery College	MC - PG - Physical Education	20200 Observation Dr.	Germantown Campus	Germantown	MD	20876-	Main Lobby - left of gym entrance - rm 100
Y	Montgomery College	MC - HT - High Technology Science Center	20200 Observation Dr.	Germantown Campus	Germantown	MD	20876-	Main Lobby - opposite elevator - rm 211
Y	Montgomery College	MC - CM - The Commons	7600 Takoma Ave.	TP / SS Campus	Takoma Park	MD	20912-	Between the lounge and the atrium on the wall
Y	Montgomery College	MC - CM - The Commons	7600 Takoma Ave.	TP / SS Campus	Takoma Park	MD	20912-	On the wall opposite of Genet and Diane's office
Y	Montgomery College	MC - FH - Falcon Hall (Physical Education)	7600 Takoma Ave.	TP / SS Campus	Takoma Park	MD	20912-	In the lobby outside of the gym
Y	Montgomery College	MC - FH - Falcon Hall (Physical Education)	7600 Takoma Ave.	TP / SS Campus	Takoma Park	MD	20912-	Outside of the pool office
Y	Montgomery College	MC - SS - Science South Building (Planetarium)	7600 Takoma Ave.	TP / SS Campus	Takoma Park	MD	20912-	First Floor near the elevator
Y	Montgomery College	MC - SN - Science North Building	7600 Takoma Ave.	TP / SS Campus	Takoma Park	MD	20912-	Third Floor, elevator end of the hallway
Y	Montgomery College	MC - SS & SN - Science South and North Build.	7600 Takoma Ave.	TP / SS Campus	Takoma Park	MD	20912-	In the breezeway on the second floor
Y	Montgomery College	MC - MP - Mathematics Pavilion	7600 Takoma Ave.	TP / SS Campus	Takoma Park	MD	20912-	First Floor near the elevator
Y	Montgomery College	MC - NP - North Pavilion	7600 Takoma Ave.	TP / SS Campus	Takoma Park	MD	20912-	Second Floor near the bathroom
Y	Montgomery College	MC - RC - Resource Center	7600 Takoma Ave.	TP / SS Campus	Takoma Park	MD	20912-	Lobby Outside of the library
Y	Montgomery College	MC - PF - Pavillion of Fine Arts	7600 Takoma Ave.	TP / SS Campus	Takoma Park	MD	20912-	First Floor near the elevator
Y	Montgomery College	MC - IS - Information Sciences Pavilion	7600 Takoma Ave.	TP / SS Campus	Takoma Park	MD	20912-	First Floor near the elevator
Y	Montgomery College	MC - ST - Old Student Services Pavilion	7600 Takoma Ave.	TP / SS Campus	Takoma Park	MD	20912-	First Floor near the elevator
Y	Montgomery College	MC - ST - New Student Services Pavilion	7600 Takoma Ave.	TP / SS Campus	Takoma Park	MD	20912-	On the 2nd floor near the elevator
Y	Montgomery College	MC - CA - Communications Arts Center	7600 Takoma Ave.	TP / SS Campus	Takoma Park	MD	20912-	2nd Floor near the elevator
Y	Montgomery College	MC - CA - Communications Arts Center	7600 Takoma Ave.	TP / SS Campus	Takoma Park	MD	20912-	Near the Black Box Theatre
Y	Montgomery College	MC - DC - Child Care Center	7600 Takoma Ave.	TP / SS Campus	Takoma Park	MD	20912-	At the top of the stairs on the 2nd floor
Y	Montgomery College	MC - HC - Heath Sciences Center	7600 Takoma Ave.	TP / SS Campus	Takoma Park	MD	20912-	3rd floor near the elevator
Y	Montgomery College	MC - School of Art and Design	10500 Gerogia Ave.	TP / SS Campus	Silver Spring	MD	20912-	Front Lobby
Y	Montgomery College	MC - Office of Information Technology	7362 Calhoun Place	Rockville Campus	Rockville	MD	20850-	Front Lobby
Y	Montgomery College	MC - Central Administration	900 Hungerford Dr.	Rockville Campus	Rockville	MD	20850-	First Floor next to Elevator
Y	MC Dept. of Correction	Montgomery County Correctional Facility	1307 Seven Locks Rd.	MCDC Main Control	Rockville	MD	20850-	MCDC Main Control
Y	MC Dept. of Correction	Montgomery County Correctional Facility	51 Monroe St.	DOCR Hq. 11th Floor	Rockville	MD	20850-	DOCR Hq. 11th Floor
Y	MC Dept. of Correction	Montgomery County Correctional Facility	1307 Seven Locks Rd.	CPU	Rockville	MD	20850-	CPU
Y	MC Dept. of Correction	Montgomery County Correctional Facility	9710 Great Seneca Hwy.	Spare Unit - Training	Rockville	MD	20850-	Spare Unit - Training
Y	MC Dept. of Correction	Dept. of Correction & Rehab Pre Release Serv.	11651 Nebel Street	Pre-Release Center	Rockville	MD	20852-	Pre-Release Center

# AEDs in Montgomery County Government Facilities

R	Facility Name	Site Name	Address1	Address2	City	State	Zip	AED Location
Y	MC Dept. of Correction	Dept. of Correction & Rehab Trial Services	12500 C Ardenne Ave	Pretrial	Rockville	MD	20852-	Pretrial
Y	MC Dept. of Correction	Dept. of Correction & Rehab Trial Services	12500 C Ardenne Ave	Pretrial/ACS	Rockville	MD	20852-	Pretrial/ACS
Y	MC Dept. of Correction	Montgomery County Correctional Facility	22880 Whelan Lane	DOCR/DPWT Ware. Vest.	Boyd's	MD	20841-	DOCR/DPWT Warehouse Vest.
Y	MC Dept. of Correction	Montgomery County Correctional Facility	22880 Whelan Lane	Lobby	Boyd's	MD	20841-	Lobby
Y	MC Dept. of Correction	Montgomery County Correctional Facility	22880 Whelan Lane	Medical	Boyd's	MD	20841-	Medical
Y	MC Dept. of Correction	Montgomery County Correctional Facility	22880 Whelan Lane	North Level 1	Boyd's	MD	20841-	North Level 1
Y	MC Dept. of Correction	Montgomery County Correctional Facility	22880 Whelan Lane	North Level 2	Boyd's	MD	20841-	North Level 2
Y	MC Dept. of Correction	Montgomery County Correctional Facility	22880 Whelan Lane	Northwest Corridor Off. Sta.	Boyd's	MD	20841-	Northwest Corridor Off. Sta.
Y	MC Dept. of Correction	Montgomery County Correctional Facility	22880 Whelan Lane	Primary Perimeter Vehicle	Boyd's	MD	20841-	Primary Perimeter Vehicle
Y	MC Dept. of Correction	Montgomery County Correctional Facility	22880 Whelan Lane	West Level 1	Boyd's	MD	20841-	West Level 1
Y	MC Dept. of Correction	Montgomery County Correctional Facility	22880 Whelan Lane	West Level 2	Boyd's	MD	20841-	West Level 2
Y	MC Dept. of Correction	Montgomery County Correctional Facility	1307 Seven Locks Rd.	MCDC Main Control	Rockville	MD	20850-	MCDC Main Control
Y	MC Dept. of Correction	Montgomery County Correctional Facility	51 Monroe St.	DOCR Hq. 11th Floor	Rockville	MD	20850-	DOCR Hq. 11th Floor
Y	MC Dept. of Correction	Montgomery County Correctional Facility	1307 Seven Locks Rd.	CPU	Rockville	MD	20850-	CPU
Y	MC Dept. of Correction	Montgomery County Correctional Facility	9710 Great Seneca Hwy.	Spare Unit - Training	Rockville	MD	20850-	Spare Unit - Training
N	MC Government	Montgomery County Government	101 Monroe St.	Security	Rockville	MD	20850-	Security Office on back wall
N	MC Government	Montgomery County Government	101 Monroe St.	Security	Rockville	MD	20850-	Mobile unit
N	MC Government	Montgomery County Government	101 Monroe St. 12th Floor	MCFRS	Rockville	MD	20850-	12th floor elevator lobby
N	MC Government	Montgomery County Government	100 Maryland Ave.	2nd Floor	Rockville	MD	20850-	2nd Floor Elevator Lobby Right wall
N	MC Government	Montgomery County Government	100 Maryland Ave.	3rd Floor	Rockville	MD	20850-	3rd floor to right of elevator banks
N	MC Government	Montgomery County Government	100 Maryland Ave.	7th Floor	Rockville	MD	20850-	7th floor lobby across from elevators
N	MC Government	Montgomery County Government	50 Maryland Ave	Circuit Court - Sheriff	Rockville	MD	20850-	Main Lobby East ent. behind security scanner
N	MC Government	Montgomery County Government	50 Maryland Ave	Circuit Court - Sheriff	Rockville	MD	20850-	Holding cell on terrace level
N	MC Government	Montgomery County Government	27 Maryland Ave.	District Court - Sheriff	Rockville	MD	20850-	Security Station ent. off Courthouse Square
N	MC Government	Montgomery County Government	27 Maryland Ave.	District Court - Sheriff	Rockville	MD	20850-	Holding Facility
N	MC Government	Montgomery County Government	16630 Crabbs Branch Way	DPWT - Fleet	Rockville	MD	20850-	2nd floor in administrative office
N	MC Government	Montgomery County Government	16630 Crabbs Branch Way	DPWT - Fleet	Rockville	MD	20850-	Lower level lobby
N	MC Government	Montgomery County Government	1283 Seven Locks Rd. Bldg. F	DPWT - Fleet	Rockville	MD	20850-	Maintenance Shop
N	MC Government	Montgomery County Government	8710 Brookville Rd.	DPWT - Fleet	Silver Spring	MD	20910-	Bus shop
N	MC Government	Montgomery County Government	1301 Quince Orchard Blvd.	PSCC	Gaithersburg	MD	20878-	Front lobby by security guard
Y	MCPS	Bethesda-Chevy Chase High School	4301 East-West Hwy		Bethesda	MD	20814-	Near Gymnasium
Y	MCPS	Bethesda-Chevy Chase High School	4301 East-West Hwy		Bethesda	MD	20814-	Concession Stand
Y	MCPS	Bethesda-Chevy Chase High School	4302 East-West Hwy		Bethesda	MD	20814-	Portable - Athletic Director
Y	MCPS	Bethesda-Chevy Chase High School	4303 East-West Hwy		Bethesda	MD	20814-	Portable - Athletic Director
Y	MCPS	Bethesda-Chevy Chase High School	4304 East-West Hwy		Bethesda	MD	20814-	Portable - Athletic Director
Y	MCPS	Bethesda-Chevy Chase High School	4305 East-West Hwy		Bethesda	MD	20814-	Portable - Athletic Director
Y	MCPS	Bethesda-Chevy Chase High School	4306 East-West Hwy		Bethesda	MD	20814-	Portable - Athletic Director
Y	MCPS	Montgomery Blair High School	51 University Blvd, East		Silver Spring	MD	20901-	Portable - Athletic Director
Y	MCPS	Montgomery Blair High School	51 University Blvd, East		Silver Spring	MD	20901-	Near Gymnasium
Y	MCPS	Montgomery Blair High School	51 University Blvd, East		Silver Spring	MD	20901-	Concession Stand
Y	MCPS	Montgomery Blair High School	51 University Blvd, East		Silver Spring	MD	20901-	Portable - Athletic Director
Y	MCPS	James Hubert Blake High School	300 Norwood Rd.		Silver Spring	MD	20905-	Near Gymnasium
Y	MCPS	James Hubert Blake High School	300 Norwood Rd.		Silver Spring	MD	20905-	Concession Stand
Y	MCPS	James Hubert Blake High School	300 Norwood Rd.		Silver Spring	MD	20905-	Portable - Athletic Director
Y	MCPS	James Hubert Blake High School	301 Norwood Rd.		Silver Spring	MD	20905-	Portable - Athletic Director
Y	MCPS	Winston Churchill High School	11300 Gainsborough Rd.		Potomac	MD	20854-	Near Gymnasium
Y	MCPS	Winston Churchill High School	11300 Gainsborough Rd.		Potomac	MD	20854-	Concession Stand
Y	MCPS	Winston Churchill High School	11300 Gainsborough Rd.		Potomac	MD	20854-	Portable - Athletic Director
Y	MCPS	Winston Churchill High School	11301 Gainsborough Rd.		Potomac	MD	20854-	Portable - Athletic Director
Y	MCPS	Clarksburg High School	22500 Wims Rd.		Clarksburg	MD	20871-	Near Gymnasium
Y	MCPS	Clarksburg High School	22500 Wims Rd.		Clarksburg	MD	20871-	Concession Stand
Y	MCPS	Clarksburg High School	22500 Wims Rd.		Clarksburg	MD	20871-	Portable - Athletic Director
Y	MCPS	Damascus High School	25921 Ridge Rd.		Damascus	MD	20872-	Near Gymnasium

# AEDs in Montgomery County Government Facilities

R	Facility Name	Site Name	Address1	Address2	City	State	Zip	AED Location
Y	MCPS	Damascus High School	25921 Ridge Rd.		Damascus	MD	20872-	Concession Stand
Y	MCPS	Damascus High School	25921 Ridge Rd.		Damascus	MD	20872-	Portable - Athletic Director
Y	MCPS	Damascus High School	25922 Ridge Rd.		Damascus	MD	20872-	Portable - Athletic Director
Y	MCPS	Thomas Edison High School of Technology	12501 Dalewood Dr.		Silver Spring	MD	20906-	Near Gymnasium
Y	MCPS	Albert Einstein High School	11135 Newport Mill Rd.		Kensington	MD	20895-	Near Gymnasium
Y	MCPS	Albert Einstein High School	11135 Newport Mill Rd.		Kensington	MD	20895-	Concession Stand
Y	MCPS	Albert Einstein High School	11135 Newport Mill Rd.		Kensington	MD	20895-	Portable - Athletic Director
Y	MCPS	Gaithersburg High School	314 South Frederick Ave.		Gaithersburg	MD	20877-	Near Gymnasium
Y	MCPS	Gaithersburg High School	314 South Frederick Ave.		Gaithersburg	MD	20877-	Concession Stand
Y	MCPS	Gaithersburg High School	314 South Frederick Ave.		Gaithersburg	MD	20877-	Portable - Athletic Director
Y	MCPS	Gaithersburg High School	315 South Frederick Ave.		Gaithersburg	MD	20877-	Portable - Athletic Director
Y	MCPS	Gaithersburg High School	316 South Frederick Ave.		Gaithersburg	MD	20877-	Portable - Athletic Director
Y	MCPS	Walter Johnson High School	6400 Rock Spring Dr.		Bethesda	MD	20814-	Near Gymnasium
Y	MCPS	Walter Johnson High School	6400 Rock Spring Dr.		Bethesda	MD	20814-	Concession Stand
Y	MCPS	Walter Johnson High School	6400 Rock Spring Dr.		Bethesda	MD	20814-	Portable - Athletic Director
Y	MCPS	Walter Johnson High School	6401 Rock Spring Dr.		Bethesda	MD	20814-	Portable - Athletic Director
Y	MCPS	Walter Johnson High School	6402 Rock Spring Dr.		Bethesda	MD	20814-	Portable - Athletic Director
Y	MCPS	John F. Kennedy High School	1901 Randolph Rd.		Silver Spring	MD	20814-	Near Gymnasium
Y	MCPS	John F. Kennedy High School	1901 Randolph Rd.		Silver Spring	MD	20814-	Concession Stand
Y	MCPS	John F. Kennedy High School	1901 Randolph Rd.		Silver Spring	MD	20814-	Portable - Athletic Director
Y	MCPS	John F. Kennedy High School	1902 Randolph Rd.		Silver Spring	MD	20814-	Portable - Athletic Director
Y	MCPS	Col. Zadok Magruder High School	5939 Muncaster Mill Rd.		Rockville	MD	20855-	Near Gymnasium
Y	MCPS	Col. Zadok Magruder High School	5939 Muncaster Mill Rd.		Rockville	MD	20855-	Concession Stand
Y	MCPS	Col. Zadok Magruder High School	5939 Muncaster Mill Rd.		Rockville	MD	20855-	Portable - Athletic Director
Y	MCPS	Col. Zadok Magruder High School	5940 Muncaster Mill Rd.		Rockville	MD	20855-	Portable - Athletic Director
Y	MCPS	Richard Montgomery High School	250 Richard Montgomery Dr.		Rockville	MD	20852-	Near Gymnasium
Y	MCPS	Richard Montgomery High School	250 Richard Montgomery Dr.		Rockville	MD	20852-	Concession Stand
Y	MCPS	Richard Montgomery High School	250 Richard Montgomery Dr.		Rockville	MD	20852-	Portable - Athletic Director
Y	MCPS	Richard Montgomery High School	251 Richard Montgomery Dr.		Rockville	MD	20852-	Portable - Athletic Director
Y	MCPS	Richard Montgomery High School	252 Richard Montgomery Dr.		Rockville	MD	20852-	Portable - Athletic Director
Y	MCPS	Richard Montgomery High School	253 Richard Montgomery Dr.		Rockville	MD	20852-	Portable - Athletic Director
Y	MCPS	Richard Montgomery High School	254 Richard Montgomery Dr.		Rockville	MD	20852-	Portable - Athletic Director
Y	MCPS	Richard Montgomery High School	255 Richard Montgomery Dr.		Rockville	MD	20852-	Portable - Athletic Director
Y	MCPS	Northwest High School	13501 Richter Farm Rd.		Germantown	MD	20874-	Near Gymnasium
Y	MCPS	Northwest High School	13501 Richter Farm Rd.		Germantown	MD	20874-	Concession Stand
Y	MCPS	Northwest High School	13501 Richter Farm Rd.		Germantown	MD	20874-	Portable - Athletic Director
Y	MCPS	Northwood High School	919 University Blvd., West		Silver Spring	MD	20901-	Near Gymnasium
Y	MCPS	Northwood High School	919 University Blvd., West		Silver Spring	MD	20901-	Concession Stand
Y	MCPS	Northwood High School	919 University Blvd., West		Silver Spring	MD	20901-	Portable - Athletic Director
Y	MCPS	Northwood High School	920 University Blvd., West		Silver Spring	MD	20901-	Portable - Athletic Director
Y	MCPS	Northwood High School	921 University Blvd., West		Silver Spring	MD	20901-	Portable - Athletic Director
Y	MCPS	Paint Branch High School	14121 Old Columbia Pike		Burtonsville	MD	20866-	Near Gymnasium
Y	MCPS	Paint Branch High School	14121 Old Columbia Pike		Burtonsville	MD	20866-	Concession Stand
Y	MCPS	Paint Branch High School	14121 Old Columbia Pike		Burtonsville	MD	20866-	Portable - Athletic Director
Y	MCPS	Paint Branch High School	14122 Old Columbia Pike		Burtonsville	MD	20866-	Portable - Athletic Director
Y	MCPS	Poolesville High School	17501 Willard Rd.		Poolesville	MD	20837-	Near Gymnasium
Y	MCPS	Poolesville High School	17501 Willard Rd.		Poolesville	MD	20837-	Concession Stand
Y	MCPS	Poolesville High School	17501 Willard Rd.		Poolesville	MD	20837-	Portable - Athletic Director
Y	MCPS	Quince Orchard High School	15800 Quince Orchard Rd.		Gaithersburg	MD	20878-	Near Gymnasium
Y	MCPS	Quince Orchard High School	15800 Quince Orchard Rd.		Gaithersburg	MD	20878-	Concession Stand
Y	MCPS	Quince Orchard High School	15800 Quince Orchard Rd.		Gaithersburg	MD	20878-	Portable - Athletic Director
Y	MCPS	Quince Orchard High School	15801 Quince Orchard Rd.		Gaithersburg	MD	20878-	Portable - Athletic Director
Y	MCPS	Rock Terrace School	390 Martins Ln.		Rockville	MD	20850-	Near Gymnasium



# AEDs in Montgomery County Government Facilities

R	Facility Name	Site Name	Address1	Address2	City	State	Zip	AED Location
Y	MCPS	Rockville High School	2100 Baltimore Rd.		Rockville	MD	20853-	Near Gymnasium
Y	MCPS	Rockville High School	2100 Baltimore Rd.		Rockville	MD	20853-	Concession Stand
Y	MCPS	Rockville High School	2100 Baltimore Rd.		Rockville	MD	20853-	Portable - Athletic Director
Y	MCPS	Rockville High School	2101 Baltimore Rd.		Rockville	MD	20853-	Portable - Athletic Director
Y	MCPS	Rockville High School	2102 Baltimore Rd.		Rockville	MD	20853-	Portable - Athletic Director
Y	MCPS	Rockville High School	2103 Baltimore Rd.		Rockville	MD	20853-	Portable - Athletic Director
Y	MCPS	Seneca Valley High School	19401 Crystal Rock Dr.		Germantown	MD	20874-	Near Gymnasium
Y	MCPS	Seneca Valley High School	19401 Crystal Rock Dr.		Germantown	MD	20874-	Concession Stand
Y	MCPS	Seneca Valley High School	19401 Crystal Rock Dr.		Germantown	MD	20874-	Portable - Athletic Director
Y	MCPS	Seneca Valley High School	19402 Crystal Rock Dr.		Germantown	MD	20874-	Mobile Unit
Y	MCPS	Sherwood High School	300 Olney-Sandy Spring Rd.		Sandy Spring	MD	20860-	Near Gymnasium
Y	MCPS	Sherwood High School	300 Olney-Sandy Spring Rd.		Sandy Spring	MD	20860-	Concession Stand
Y	MCPS	Sherwood High School	300 Olney-Sandy Spring Rd.		Sandy Spring	MD	20860-	Portable - Athletic Director
Y	MCPS	Sherwood High School	301 Olney-Sandy Spring Rd.		Sandy Spring	MD	20860-	Portable - Athletic Director
Y	MCPS	Springbrook High School	201 Valleybrook Dr.		Silver Spring	MD	20904-	Near Gymnasium
Y	MCPS	Springbrook High School	201 Valleybrook Dr.		Silver Spring	MD	20904-	Concession Stand
Y	MCPS	Springbrook High School	201 Valleybrook Dr.		Silver Spring	MD	20904-	Portable - Athletic Director
Y	MCPS	Springbrook High School	202 Valleybrook Dr.		Silver Spring	MD	20904-	Portable - Athletic Director
Y	MCPS	Mark Twain School	14501 Avery Rd.		Rockville	MD	20853-	Near Gymnasium
Y	MCPS	Watkins Mill High School	10301 Apple Ridge Rd.		Gaithersburg	MD	20879-	Near Gymnasium
Y	MCPS	Watkins Mill High School	10301 Apple Ridge Rd.		Gaithersburg	MD	20879-	Concession Stand
Y	MCPS	Watkins Mill High School	10301 Apple Ridge Rd.		Gaithersburg	MD	20879-	Portable - Athletic Director
Y	MCPS	Watkins Mill High School	10302 Apple Ridge Rd.		Gaithersburg	MD	20879-	Portable - Athletic Director
Y	MCPS	Wheaton High School	13601 Dalewood Dr.		Silver Spring	MD	20906-	Near Gymnasium
Y	MCPS	Wheaton High School	13601 Dalewood Dr.		Silver Spring	MD	20906-	Concession Stand
Y	MCPS	Wheaton High School	13601 Dalewood Dr.		Silver Spring	MD	20906-	Portable - Athletic Director
Y	MCPS	Wheaton High School	13602 Dalewood Dr.		Silver Spring	MD	20906-	Portable - Athletic Director
Y	MCPS	Wheaton High School	13603 Dalewood Dr.		Silver Spring	MD	20906-	Portable - Athletic Director
Y	MCPS	Wheaton High School	13604 Dalewood Dr.		Silver Spring	MD	20906-	Portable - Athletic Director
Y	MCPS	Walt Whitman High School	7100 Whittier Blvd.		Bethesda	MD	20817-	Near Gymnasium
Y	MCPS	Walt Whitman High School	7100 Whittier Blvd.		Bethesda	MD	20817-	Concession Stand
Y	MCPS	Walt Whitman High School	7100 Whittier Blvd.		Bethesda	MD	20817-	Portable - Athletic Director
Y	MCPS	Walt Whitman High School	7101 Whittier Blvd.		Bethesda	MD	20817-	Portable - Athletic Director
Y	MCPS	Thomas S. Wootton High School	2100 Wootton Pkwy.		Rockville	MD	20850-	Near Gymnasium
Y	MCPS	Thomas S. Wootton High School	2100 Wootton Pkwy.		Rockville	MD	20850-	Concession Stand
Y	MCPS	Thomas S. Wootton High School	2100 Wootton Pkwy.		Rockville	MD	20850-	Portable - Athletic Director
Y	MCPS	Thomas S. Wootton High School	2101 Wootton Pkwy.		Rockville	MD	20850-	Portable - Athletic Director
Y	MCPS	Thomas S. Wootton High School	2102 Wootton Pkwy.		Rockville	MD	20850-	Portable - Athletic Director
Y	MCPS	Thomas S. Wootton High School	2103 Wootton Pkwy.		Rockville	MD	20850-	Portable - Athletic Director
Y	MCPS	Montgomery County Public Schools						Mobile Unit
Y	MCPS	Montgomery County Public Schools						Mobile Unit
Y	MCPS	Montgomery County Public Schools						Mobile Unit
Y	MCPS	Montgomery County Public Schools						Mobile Unit
Y	MCPS	Montgomery County Public Schools						Mobile Unit
Y	MCPS	Montgomery County Public Schools						Mobile Unit
Y	MC Rec Dept.	Montgomery County Recreation Department	1000 Forest Glen Rd	Margaret Schweinhaut Senior Ctr.	Silver Spring	MD	20902-	Behind Main Customer Service Desk
Y	MC Rec Dept.	Montgomery County Recreation Department	11315 Falls Rd	Potomoc Community Center	Potomoc	MD	20854-	Behind Main Customer Service Desk
Y	MC Rec Dept.	Montgomery County Recreation Department	11319 Elkin Street	Gilchrist Ctr. for Cultural Diversity	Wheaton	MD	20902-	Behind Main Customer Service Desk
Y	MC Rec Dept.	Montgomery County Recreation Department	11711 Georgia Ave.	Wheaton Community Center	Wheaton	MD		Behind Main Customer Service Desk
Y	MC Rec Dept.	Montgomery County Recreation Department	14625 Bauer Drive	Bauer Drive Community Center	Rockville	MD	20853-	Behind Main Customer Service Desk
Y	MC Rec Dept.	Montgomery County Recreation Department	14906 Old Columbia Pike	Fairland Community Center	Silver Spring	MD	20904-	Behind Main Customer Service Desk
Y	MC Rec Dept.	Montgomery County Recreation Department	18529 Brooke Rd.	Ross Boddy Community Center	Sandy Spring	MD		Behind Main Customer Service Desk
Y	MC Rec Dept.	Montgomery County Recreation Department	18905 Kingsview Drive	Germantown Community Center	Germantown	MD	20874-	Behind Main Customer Service Desk

# AEDs in Montgomery County Government Facilities

R	Facility Name	Site Name	Address1	Address2	City	State	Zip	AED Location
Y	MC Rec Dept.	Montgomery County Recreation Department	19300 Georgia Ave.	Longwood Community Center	Brookville	MD		Behind Main Customer Service Desk
Y	MC Rec Dept.	Montgomery County Recreation Department	19561 Scenery Ln.	Plum Gar Community Center	Germantown	MD		Behind Main Customer Service Desk
Y	MC Rec Dept.	Montgomery County Recreation Department	2450 Lyttonsville Rd	Coffield Community Center	Silver Spring	MD	20910-	Behind Main Customer Service Desk
Y	MC Rec Dept.	Montgomery County Recreation Department	25520 Oak Dr.	Damascus Community Rec Center	Damascus	MD		Behind Main Customer Service Desk
Y	MC Rec Dept.	Montgomery County Recreation Department	3310 Gateshead Manor Way	East County Community Center	Silver Spring	MD	20904-	Behind Main Customer Service Desk
Y	MC Rec Dept.	Montgomery County Recreation Department	3950 Ferrara Drive	Holiday Park Senior Center	Wheaton	MD	20906-	Behind Main Customer Service Desk
Y	MC Rec Dept.	Montgomery County Recreation Department	4010 Randolph Rd	Main Administrative Office	Silver Spring	MD	20902-	2nd floor near Affiliated Services Section Office
Y	MC Rec Dept.	Montgomery County Recreation Department	4301 Willow Lane	Leland Community Center	Chevy Chase	MD	20815-	Behind Main Customer Service Desk
Y	MC Rec Dept.	Montgomery County Recreation Department	7425 MacArthur Blvd.	Clara Barton Community Center	Cabin John	MD		Behind Main Customer Service Desk
Y	MC Rec Dept.	Montgomery County Recreation Department	7700 Scotland Dr.	Scotland Community Center	Potomac	MD		Behind Main Customer Service Desk
Y	MC Rec Dept.	Montgomery County Recreation Department	8201 Emory Grove Rd	Upper County Community Center	Gaithersburg	MD	20877-	Behind Main Customer Service Desk
Y	MC Rec Dept.	Montgomery County Recreation Department	8700 Piney Branch Rd	Longbranch Community Center	Silver Spring	MD	20910-	Behind Main Customer Service Desk
Y	MC Rec Dept.	Montgomery County Recreation Department	Rts. 108 & 124	Damascus Senior Center	Damascus	MD	20872-	Behind Main Customer Service Desk
Y	MC Rec Dept.	Montgomery County Recreation Department	1201 Jackson Rd	Martin Luther King Jr. Swim Center	Silver Spring	MD	20904-	First Aid Room
Y	MC Rec Dept.	Montgomery County Recreation Department	1201 Jackson Rd.	MLK Outdoor Pool	Silver Spring	MD		First Aid Room
Y	MC Rec Dept.	Montgomery County Recreation Department	12621 Dalewood Dr.	Glenmont Pool	Wheaton	MD		First Aid Room
Y	MC Rec Dept.	Montgomery County Recreation Department	16601 Georgia Ave	Olney Swim Center	Olney	MD	20832-	First Aid Room
Y	MC Rec Dept.	Montgomery County Recreation Department	1800 Central Park Circle	Germantown Indoor Swim Center	Boyd's	MD		First Aid Room
Y	MC Rec Dept.	Montgomery County Recreation Department	18905 Kings View Dr.	Germantown Outdoor Pool	Germantown	MD		First Aid Room
Y	MC Rec Dept.	Montgomery County Recreation Department	20151 Fisher Ave.	Western County Pool	Poolesville	MD		First Aid Room
Y	MC Rec Dept.	Montgomery County Recreation Department	5900 Executive Blvd.	Montgomery Aquatic Center	N. Bethesda	MD		First Aid Room
Y	MC Rec Dept.	Montgomery County Recreation Department	8211 Emory Grove Rd.	Upper County Community Pool	Gaithersburg	MD		First Aid Room
Y	MC Rec Dept.	Montgomery County Recreation Department	8700 Piney Branch Rd.	Long Branch Outdoor Pool	Silver Spring	MD		First Aid Room
Y	MC Rec Dept.	Montgomery County Recreation Department	Little Falls Pkwy. & Hillandale Rd.	Bethesda Outdoor Pool	Bethesda	MD		First Aid Room
Y	MC Revenue Auth.	Falls Rd. Golf Course	10800 Falls Rd.		Potomac	MD	20854-	On wall in pro shop
Y	MC Revenue Auth.	Laytonsville Golf Course	7130 Dorsey Rd.		Laytonsville	MD	20882-	On wall in pro shop
Y	MC Revenue Auth.	Poolesville Golf Course	16601 W. Willard Rd.	P.O. Box 146	Poolesville	MD	20837-	On wall in pro shop
Y	MC Revenue Auth.	Rattlewood Golf Course	13501 Penn Shop Rd.		Mt. Airy	MD	21771-	On wall in pro shop
Y	MC Revenue Auth.	Hampshire Green Golf Course	616 Firestone Dr.		Silver Spring	MD	20905-	On wall in pro shop
Y	MC Revenue Auth.	Silgo Creek Golf Course	9701 Silgo Creek Pkwy.		Silver Spring	MD	20901-	On wall in pro shop
Y	MC Revenue Auth.	Northwest Golf Course	15711 Layhill Rd.		Wheaton	MD	20906-	On wall in pro shop
Y	MC Revenue Auth.	Needwood Golf Course	6724 Needwood Rd.		Derwood	MD	20855-	On wall in pro shop
Y	MC Revenue Auth.	Little Bennett Golf Course	25900 Prescott Rd.		Clarksburg	MD	20871-	On wall in pro shop
Y	MC SS Urban Dist.	Montgomery County Silver Spring Urban District	8110 Georgia Ave. 3rd Floor		Silver Spring	MD	20901-	Mobile Unit
Y	MC SS Urban Dist.	Montgomery County Silver Spring Urban District	8110 Georgia Ave. 3rd Floor		Silver Spring	MD	20901-	Mobile Unit

Council questions raised and additional questions:

1. What are the requirements for ongoing inspection, maintenance, and replacement of AEDs in County Government buildings?

According to Maryland State Regulations from MIEMSS – each registered AED is required to be checked at least once a week and a log kept of who inspected it. This check is to make sure the AED and battery are functioning properly (a self test is done internally daily at 3am) and the pads are up to date. This log is available as part of the “The Complete AED Program” available at <http://www.miemss.org/home/LinkClick.aspx?fileticket=WkD2fi2ZtPY%3d&tabid=85&mid=495> on Page 28 the document.

2. Who should be responsible for carrying out all of the required AED activities in County Government buildings? Should these duties be assigned to the departments housing the AEDs, or should they be handled through a centralized program?

Depending on the building, if the building has county security personnel, during their rounds, it would be very easy for them to check the AEDs at least once a week and sign off that it has been checked (This is what was supposed to be occurring at the COB). For facilities that do not have county security personnel, the safety coordinators for that building/facility should check or designate someone to check the AED at the facility weekly. It should be coordinated centrally to make sure this is occurring and maintain the required records according to the State law/regulation.

3. If AED upkeep is assigned to individual departments, who should be responsible for AEDs in building that house several department (for example, the EOB or COB)?

If the building is maintained by county facilities maintenance, it would be easiest to have them maintain and provide replacement pads and batteries once they are notified by security. If this isn't possible then a central supply would be easier to limit the confusion over how to obtain the pads. The information could be included with each AED.

4. Who should be responsible for purchasing AED supplies and replacement units for County Government building?

Funding would need to be added and maintained in their budget for these items. Presently MCFRS pays \$24.00 for each set of the Adult AED pads and each unit requires 2, \$80.00 for each set of pediatric pads and each unit has one and replacement batteries are \$198.00 each. These are for the Medtronic LP500's that most facilities presently have but have been discontinued. The school system chose to go with the Medtronic CR+ and this requires the pads and battery be replaced every 2 years and any time it is used and these cost \$99.00 for the battery and 2 adult pads. They utilize the same pediatric pads at a cost of 80.00 each. By maintaining a central supply, this will reduce the requirement to have additional pads and batteries on hand. The average life of the AED pads is 2 to 2 ½ years depending on when they were manufactured and the batteries last between 2 and 3

years if in a unit (each unit does a self test everyday and utilizes the battery life) and has a general shelf life of 5 years if not in use. Pads and possibly batteries would need to be available should the AED be utilized on a patient.

5. If it is necessary to keep some replacement AED supplies on hand, who should keep them and where should they be stored?

The most cost effective way to maintain a minimal amount of additional supplies is to have a central repository that any county agency would have access to. It also would depend on the number of AEDs an agency has and whether this would be cost effective or if the agency itself should maintain the supplies and batteries. If it is done this way, the sponsoring agency must be properly funded to be able to distribute pads and batteries when necessary. If the agency is not properly funded, then each agency must have funds available to replace the pads and batteries when used or if they expire or go bad. If each agency maintained their own AED, the replacement pads and batteries must be kept for each agency. These could expire at the same time as the pads in use and increase the cost and waste.

6. How should AED supplies and replacement units be funded?

Supplies and batteries need replacing every two to three years. The actual AEDs last between 7 to 10 years before they require replacing. With the exception of the three AEDs in the COB, I do not know when the others were placed in service. The continuing cost of each Medtronic LP500 is presently \$326.00 every two to three years to replace the pads and battery. The Medtronic CR+ AED which the school board presently has is approximately \$180 every two years. The school board presently has 120 AEDs of this type.

It either needs to be by each agency for the number of units they have or a central repository that includes the total for the county or the units they are responsible for.

7. Are the requirements for inspection, maintenance, and replacement of AEDs the same for all County agencies? If not, how do they differ, and why?

In order to be covered by the state AED law, the county/agency/department that has the AED must be registered through MIEMSS. This could be on a county wide basis or individual agencies or departments. Fire Rescue units are not required to register with MIEMSS because of an exception in the law and the requirement of being an Emergency Medical Technician (EMT). With the exception of police officers who are also licensed as EMTs, the police department would also have to register their AEDs if not under the county umbrella.

8. Do the other agencies have policies in place for AED upkeep?

The present government agencies that had AEDs have some type of policy or guidelines in place for replacement but we presently do not have that information.

9. Would there be economies of scale if AED supplies are purchased for all agencies on a centralized basis? If so, what would have to be done to establish a centralized purchasing program?

The simple answer is yes there would be a significant savings for the AEDs and the replacement pads. Presently, MCFRS has a contract through procurement with Medtronic Physio Control to purchase EKG monitors, AEDs and supplies. Any county agency can utilize this contract pricing to purchase AEDs and supplies. To limit the number of different types of monitors, AEDs and supplies, Medtronic is presently a sole source contract. This is the most efficient way for Fire Rescue to operate at the present time. The state of Maryland has non-completely bid contracts that exist for all the various types of AEDs on the market.

The advantage to having one type of AED is to limit the different types and number of pads. Each different AED manufacture has their own brand of pads and batteries. Because of the number of AEDs that would be required to be purchased to place them in all the county buildings, it may be advantageous to go out to bid. The disadvantage is you would have multiple types of pads. Presently the agencies and departments that have AEDs have purchased Medtronic AEDs.

Most AEDs have a 5 year warranty that comes with each AED. You would have to pay the going rate for a maintenance visit which is the hourly cost and travel time. A maintenance contract for each unit is presently \$350.00 per unit and includes a yearly check and battery replacement every 2 to 3 years. It does not include replacement pads.

10. Should a task force be set up of agencies that will be involved?

In order to have a uniformed approach to the problem, a task force should be set up. This will allow for a buy into what we are attempting to do and help identify how many AEDs and locations will need an AED.

11. Should safety plans for buildings include AEDs as part of this plan?

Yes, Safety Maps of escape routes should also have locations of AEDs on them. In locations like the COB and EOB, what floors and where the AEDs are located on those floors should be indicated on all maps. By including it in the safety plans, people who are designated to respond will know where the AEDs are should an emergency occur.

12. Can more information be placed inside or at the AED to direct personnel and what actions to take?

Yes, there is printed instructions/information available to assist someone in what to do in an emergency or when someone is found unconscious and unresponsive. This is available at a reasonable cost.

13. What would be the workload to install, replace and inspect the AEDs?

It takes approximately ½ hour to install a box that holds an AED not including travel time to the installation. If the box is connected to a central alarm, then you would have to add several hours to each unit. To replace an AED, it is only the time to obtain the AED from the manufacture, assemble the device and transport it to the site. It takes about 10 to 15 minutes to assemble the parts once received. It only takes a minute or so to place it in the box. The Maryland AED law/regulation states that someone should visually do a Safety Inspection once a week. This would involve, checking the alarm by opening the door, looking at the handle or location that shows you the device is working (it will say OK or be a green indicator depending on the brand), checking the expiration of the pads and filling the paper work out. The paper work have columns for date, inspector initial, whether the AED case is intact, if the Battery is Charged and “ready for use” and if all the equipment is with the AED (Pads and mask). This would be done for each AED and could be kept with the AED or in a separate location. Once the forms are filled out, they should be kept in a central location should anything come up about the status of the AED. This could be a countywide AED coordinator or the individual buildings/agencies.

14. Is there a list of existing AEDs in county buildings?

MCFRS has a database of all “registered” AED in the county including some county agencies. In addition, several locations that are know to have AEDs but not registered with MIEMSS are also in the database such as the COB and EOB which are considered under the direction of MCFRS and not required to register.

15. Are all the AED registered with the state (MIEMSS)?

No presently the COB and EOB are not registered with MIEMSS. Since it is a county building and not directly under MCFRS control, they probably should be registered and an AED coordinator assigned. In addition there are several AEDs at fleet management that are not registered. These were awaiting the decision on whether the county was going to register as Montgomery County Government or the individual agencies like some have. The Revenue Authority is presently in the process of registering after several attempts to get this done for the 9 locations.

16. Should the county register as one entity with the state (MIEMSS) and coordinate the agencies through one AED coordinator?

This has advantages and disadvantages, the advantages are that you only have to pay the \$25 fee one time and have one main AED coordinator. The disadvantages are, one person has to try and track all the AEDs locations, maintenance and inspection records, coordinate the CPR training for all personnel trained. This would require a full time position to keep track of over 250 AEDs in various county facilities.

17. Are AEDs available on all MCFRS apparatus and vehicles?

All frontline apparatus (ambulance, medic unit, engine, truck and squad) has either an AED or cardiac monitor/defibrillator. Some support vehicles have them but most do not. Presently there are 180 AEDs on MCFRS apparatus and vehicles.

18. How many county agencies presently have AEDs and how many?

Montgomery County Department of Corrections has 12.  
 Montgomery County Department of Parks and Recreation has 32  
 Montgomery County Sheriff has 6  
 Montgomery County Silver Spring Urban District has 2  
 Montgomery County DPWT has 3 at repair facilities  
 Montgomery County Wheaton Urban District has several on order.  
 Montgomery County Public Schools has 120 in high schools.  
 Montgomery College has 44 at various locations in every building  
 Maryland National Capitol Park and Planning has 3  
 Montgomery County Revenue Authority had 9 locations but don't know how many per location

19. How many additional AEDs would be needed to provide at least one per county owned or leased facility? This was a guesstimate from information obtained.

#### Automatic External Defibrillators in County Buildings

	Installed	Additional Needed	Cost per Unit	Cost for Needed
Montgomery County Government				
Recreation	32	0	\$2,000.00	\$0.00
Corrections	12	0		\$0.00
Executive Office Building	2	14	\$2,000.00	\$28,000.00
Council Office Building	3	5	\$2,000.00	\$10,000.00
Public Works and Transportation	3	?		
Homeland Security	3	?		
Libraries	0	?		
Health and Human Services	0			
Add lines for other departments	0	231	\$2,000.00	\$462,000.00
Courts	6			
Total for AEDs at county maintained facilities		250	\$2,000.00	\$500,000.00
Total for required AED cabinet instalation		250	\$84.00	\$21,000.00
<b><u>Grand Total for Montgomery County Govt. Buildings</u></b>				<b><u>\$521,000.00</u></b>
Montgomery County Public Schools				
High Schools	120	0		
Add lines for other schools/MCPS offices	0	206	\$2,000.00	\$412,000.00
Instalation of required AED cabinets		206	\$84.00	\$17,304.00
<b><u>Grand Total for MCPS</u></b>				<b><u>\$429,304.00</u></b>
Montgomery College (all buildings)	46	0		\$0.00

Maryland-National Capital Park and Planning	3	?		
Add lines for M-NCPPC facilities				
<b>Grand Total to purchase all needed AEDs</b>	<b>230</b>	<b>456</b>	<b>\$2,000.00</b>	<b>\$912,000.00</b>
Grand Total for required AED cabinet instalation		456	\$84.00	\$38,304.00
<b><u>Grand Total for County Buildings and MCPS</u></b>				<b><u>\$950,304.00</u></b>

**CPR/AED Training for 2500 county personnel (does not include MCPS)**

Heartsaver AED text	2500	\$12.00	\$30,000.00
Overtime cost for MCFRS instructors			\$91,700.00
(4 hours per class - 6:1 student/instructor ratio)			
			<b>\$121,700.00</b>

This is the information provided to the council during the budget hearings of FY08.

20. How would initial and refresher CPR training be obtained for personnel at the various facilities?

Depending on the size of the facility, you want as many as possible trained but 5 at a minimum. It could be done on a countywide basis or each agency. Class announcements could be advertised with the information about CPR training and when it would be held to let the personnel sign up like what was done at the COB. This could be also part of a safety program for personnel.

21. Who would provide and what cost are the training materials that are required for a CPR class?

MCFRS has CPR instructors available but due to call and work load, they would be unable to instruct during business hours. This would have to be done on an overtime basis with the agency picking up their overtime hours or money added to the Fire Rescue budget to pay for this. MCFRS could also do a train the trainer for employees willing to become CPR instructors. This would significantly reduce the cost of instruction but increase the time the instructors are not available to do their primary job.

This could be included as continuing education provided to employees and as part of the various agencies operating budget. AHA requires that every student have a manual available prior to and during the class. The cost of the Heartsaver AED booklet is \$12.00 each and includes a completion card. Additional completion cards if the books were to be shared are \$1.25 each. This could be provided by a private contractor or through Fire Rescue with the instructors on overtime. This overtime could be included as part of Fire Rescues budget or each agencies budget utilizing Fire Rescue or other county instructors.

The cost of the books if kept by the individual taking the class could be borne by the student taking the class. They would also keep the book and refresher CD that is included as part of each book.

22. What is the recommended instructor to student ratio?



The recommended student to instructor ratio is 6:1 up to a maximum of 10:1 and the recommended student to manikin ratio is 3:1 or 2:1.

23. How many training manikins and instructional videos/DVDs would be required and what are their costs?

Depending on how many students per class and instructors available, the ideal to finish as class in as short of time as possible, you want one manikin to two people or possibly three. For a class of 25 students, you would need 12 to 13 manikins. These could be utilized multiple times but would have to be cleaned and sanitized between classes. The manikins list for \$199.00 each but purchasing multiples of four brings the cost down to \$176.00 each before our discount. In addition you need to purchase replacement airways for each manikin and class at a cost of \$2.45 per manikin. Barrier devices are also required to be used for each student to use when they share a manikin and to teach the use of barrier devices. These can run from \$7.25 to \$15.00 and can be cleaned in between uses. You should also purchase a disposable training valve that must be replaced after every class. The number to replace would depend on how many were used per class. Face shields are also recommended for use in between student use at a cost of \$0.31 per student.

Depending on how many classes are run at one time would depend on how many videos/DVDs are required. These are \$80.00 per kit or class. These can be utilized multiple times until they wear out or the program changes (usually every 5 years).

24. Who would maintain the training manikins and barrier devices that are required to the class?

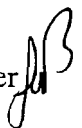
The instructors are normally responsible for cleaning the manikins and barrier devices. Depending on if the individual agencies had instructors on staff, utilized Fire Rescue instructors or used a private contractor would determine who takes care of the manikins. By using a private contractor, this eliminates the requirement for having manikins and training material at the agency or at the county level.

Office of the Chief Operating Officer  
MONTGOMERY COUNTY PUBLIC SCHOOLS  
Rockville, Maryland

August 21, 2006

MEMORANDUM

To: High School Principals

From: Larry A. Bowers, Chief Operating Officer 

Subject: Automated External Defibrillator Program Guidelines

On July 13, 2006, you received a memorandum from me regarding legislation that requires local boards of education to establish an Automated External Defibrillator (AED) program for high school facilities. The new legislation requires that an AED and a trained individual be available at all school sponsored athletic events. This includes physical education classes and practices for athletic teams.

Prior to the beginning of this school year, an AED will be placed at two fixed locations within your school building—the hallway wall by the main gym and in the stadium concession booth. The fixed units will be in wall-mounted cabinets with local alarms. In addition, portable AED units will be delivered to your school in early September to be assigned to the athletic director for use on the athletic fields during school sponsored athletic events. The portable units should be used whenever there is a school sponsored athletic event on the school property that is not readily accessible to the fixed units. It is critical that an AED be available within 2–3 minutes of a cardiac arrest event. If an athletic event occurs at a location on the property where one of the fixed units cannot be retrieved within that timeframe, a portable unit should be assigned for the event.

Athletic directors, more than 300 fall sport coaches, and high school security staff are receiving cardio pulmonary resuscitation and AED training this month, with the remaining coaches being trained in the fall and winter 2006. Each high school will have trained staff before the first day of school on August 28, 2006.

The attached high school AED program guidelines provide information on the management/administration of the equipment and the treatment of victims who experience sudden cardiac arrest. The guidelines require record keeping for equipment inspections and training. These documents should be kept in an easily accessible file for manual audits.

Any questions regarding the AED program can be directed to Ms. Pam Montgomery, safety supervisor, Department of Facilities Management (DFM), at 240-314-1070.

LAB:jlc

Attachment

Copy to:

Executive Staff

Dr. Beattie

Mr. Hawes

Mr. Hellmuth

Ms. Montgomery

Office of the Chief Operating Officer  
MONTGOMERY COUNTY PUBLIC SCHOOLS

August 2006

Automated External Defibrillator (AED) Guidelines for High Schools

Purpose

To provide guidance in the management and administration of a high school AED program for the treatment of victims above the age of one year who experience sudden cardiac arrest (SCA). For guidance on the treatment of children between the ages of 1 and 8 years or under 55 pounds, see page 4.

- An AED will be available for use in Montgomery County Public Schools (MCPS) high schools and at high school-sponsored athletic events when a person is suspected of having a sudden cardiac arrest event.
  - Sudden cardiac arrest (SCA) is defined as the sudden cessation of cardiac activity so that the victim becomes unresponsive with no normal breathing and no signs of circulation (movement, coughing, and pulse).
  - SCA is a condition that occurs when electrical impulses of the human heart malfunction causing a disturbance in the heart's electrical rhythm called ventricular fibrillation (VF). This erratic and ineffective electrical heart rhythm causes complete cessation of the heart's normal function of pumping blood, resulting in sudden death. The most effective treatment for this condition is cardio pulmonary resuscitation (CPR) and the administration of an electrical shock to the heart by a defibrillator, delivered within a short time of the onset of VF.
  - An AED is used to treat victims who experience SCA. It is only to be applied to a victim that is unconscious, without pulse, signs of circulation (movement, coughing, and pulse) and normal breathing. If a shockable heart rhythm is detected, the AED will charge to the appropriate energy level and issue a verbal warning for everyone to stand clear. During this time, no one should touch the victim as the unit will charge and deliver the shock automatically. The bystanders will then be advised to begin CPR.

Training

- School athletic directors, certain coaches, and school-based security staff, have received training in American Heart Association (AHA) Heart-saver CPR/AED for adults and children. Additional staff will be trained throughout the 2006-2007 school year. This training will be repeated every two years in accordance with AHA guidelines.
- Trained employees must complete training designed by MCPS to adequately provide CPR and AED assistance. AED training must be a course approved by the state of Maryland. Trained employees also will be trained in universal precautions against blood-borne pathogens. The trained employees shall be offered hepatitis B vaccination free of charge. Staff in the school office shall maintain training records for the trained employees. Note: This AED program also includes the treatment of children less than eight years of age or under 55 pounds.
- AED-trained employees will refresh AED skills every six months using computer-based training. Each AED-trained employee will have access to the AED CD training software.

Every six months each trained employee will perform a three-scenario test that will be reviewed by the principal's designee. (Record document attached.)

### Program Supervision

- Supervision of the high school AED program is the responsibility of the principal. Ms. Pam Montgomery, safety supervisor, Department of Facilities Management (DFM), 240-314-1070, is available to provide assistance and will maintain oversight for compliance with MCPS guidelines.
- Athletic directors have been identified as the individual school-based AED contact. The Athletics Unit will provide assistance to athletic directors at each high school. Dr. Duke Beattie, director of System-wide Athletics, 301-279-3144, will provide assistance to athletic directors regarding location of fixed AED units and locations for storage of portable AED units, and coordination of CPR and AED training for the remaining coaches for the 2006–2007 school year.

### System-wide Athletics Responsibilities

- Select employees for AED training and distribution of AED-trained staff lists as required
- Coordinate training for school emergency responders (coaches, etc.)

### Department of Facilities Management Responsibilities

- Coordinate equipment and accessory maintenance
- Maintain on file a specifications/technical information sheet for each approved AED model assigned to the school
- Revise this guideline as required
- Monitor the effectiveness of the program
- Communicate with the Montgomery County Fire and Rescue Services (MCFRS) medical director and MCFRS AED manager on issues related to medical emergency response program including post-event reviews

### School Responsibilities

- The school staff is responsible for—
  - receiving emergency medical calls during school-sponsored athletic events (including field activities),
  - contacting 911 immediately if this has not been done by the responders,
  - ensuring AED-trained employees are available for all school-sponsored athletic events,
  - assigning someone to meet responding public safety/emergency vehicle and direct Emergency Medical System (EMS) personnel to the site of the medical emergency,
  - completing and maintaining the AED Weekly Safety Inspection Report (attached),
  - reporting equipment maintenance issues to DFM safety supervisor,
  - ensuring refresher training is administered (see page 1, Training), and
  - contacting DFM safety supervisor immediately after an AED is used.

### AED Trained Employee Responsibilities

- Call 911 or direct someone to call 911 and give location in building or on campus where event is occurring when someone is found unconscious and unresponsive
- Activate internal emergency response system and provide prompt basic life support including CPR and use of the AED according to training and experience
- Understand and comply with these guidelines

### Volunteer Responder Responsibilities

- Anyone can, at their discretion, provide voluntary assistance to victims of medical emergencies. The extent to which these individuals respond shall be appropriate to their training and experience. These responders are encouraged to contribute to emergency response only to the extent they are comfortable. The emergency medical response of these individuals may include CPR, AED, or first aid.

### AED Users

- Use of an AED should be limited to a trained individual who has successfully completed an approved CPR/AED training program within the last two years and has a current successful course completion card, if possible.
- However, it is acceptable for an AED to be used by any individual that wishes to attempt to utilize the equipment when a SCA event occurs and no trained individuals are available.

### Applicable Documents

- MCPS AED guidelines for high schools
- MCPS blood-borne pathogens infection control procedure for universal precautions
- Maryland COMAR Regulation 30.06 and the Good Samaritan immunity law from liability exclusion

### Medical Control

- The medical director of the AED program is Roger M. Stone, M.D. The medical director of the AED program has ongoing responsibility for–
  - providing medical oversight and consultancy for the provision of AED units by MCPS,
  - writing a prescription for AED units,
  - reviewing and approving guidelines for emergency procedures related to use of AED and CPR program, and
  - evaluating post-event review forms and digital files downloaded from the AED.

### Equipment

- Following is a list of the approved equipment:

- The Medtronic LIFEPAK CR+ Automatic External Defibrillators (AED) has been approved for this program. The AED conforms to federal, state, and county standards.
- Each AED will have one set of defibrillation electrodes connected to the device and one spare set of electrodes with the AED. One resuscitation kit will be connected to the strap of the AED. This kit contains two pair of latex-free gloves, one razor, one set of trauma shears, and one facemask barrier device. Also connected to the strap is the Infant/Child Reduced Energy Defibrillation Electrode Kit.
- A first aid emergency care kit.

### When to Use AED

- The AED should be used on any person who displays ALL of the symptoms of cardiac arrest. The AED should be turned on and the pads applied to the victim only after the following symptoms are confirmed:
  - Victim is unresponsive
  - Victim is not breathing or is breathing ineffectively
  - Victim has no signs of circulation such as movement, coughing, or having a pulse

### Treatment of Children 1 through 8 Years Old or Under 55 Pounds

For victims in this age range experiencing SCA, use the AED Infant/Child Reduced Energy Defibrillation Electrode Kit (includes one pair of electrodes, storage pouch, and appropriate safety instructions and labels with each AED).

### Location of AED

- During school hours, the AED will be at designated locations. These locations shall be specific to each school but should allow the device to be easily seen by staff. The locations should allow individuals to retrieve the device outside of normal school hours.
- Athletic coaches will be assigned portable AED units by the athletic director for use at practices and at school sponsored athletic events that are not within accessible range (2 – 3 minute retrievable time) of the fixed units located at the school.
- Location of AED(s) at \_\_\_\_\_ High School:
  - Fixed AED Units: outside main gym in hallway and in concession stand by stadium
  - Portable AED Units: Athletic director's office (assigned to coaches directly as follows):
    - Coach: \_\_\_\_\_ Location: \_\_\_\_\_
    - Coach: \_\_\_\_\_ Location: \_\_\_\_\_
    - Coach: \_\_\_\_\_ Location: \_\_\_\_\_

### Equipment Maintenance

- All equipment and accessories necessary for support of medical emergency response shall be maintained in a state of readiness. Specific maintenance requirements include the following:

- Staff in the main school office shall be informed of changes in availability of emergency response equipment at all times. If equipment is withdrawn from service, the main school office shall be informed and then notified when equipment is returned to service.
- Staff in the main school office shall be responsible for informing school employee responders of changes in availability of emergency medical equipment.
- The principal or designee in coordination with the school athletic director shall be responsible for ensuring the required equipment maintenance is performed on all AED units assigned to the school (refer to the attached AED Weekly Safety Inspection Record). All equipment maintenance tasks shall be performed according to equipment maintenance procedures outlined in this guideline.
- Following use of emergency response equipment, all equipment shall be cleaned and/or decontaminated as required. If contamination includes body fluids, the equipment shall be disinfected in accordance with MCPS Blood-borne Pathogens Exposure Control Plan using universal precautions and a 1:10 bleach solution.

#### Routine Maintenance

- The AED will perform a self-diagnostic test every 24 hours that includes a check of the battery strength and an evaluation of the internal components.
- The principal will designate someone to perform weekly AED checks following the procedures checklist (separate attachment). The procedure checklist will be initialed at the completion of the weekly check. The procedure checklist will be posted with the AED.
- When performing the weekly inspection, any electrode within 30 days of its expiration date should be reported to the DFM safety supervisor.
- If the OK icon is NOT present on the readiness display, contact the DFM safety supervisor at 240-314-1070 immediately.
- If the battery icon is visible, this is an indication that the battery or CHARGE-PAK charging unit needs to be replaced. The AED unit can remain in service; however, this should be reported immediately to the DFM safety supervisor for a replacement unit.
- If the wrench icon is visible, the AED needs service. When this occurs, attempt to use the AED. If the message CALL SERVICE appears, the AED is not usable. This should be reported immediately to the DFM safety supervisor.
- If an AED fails to operate during an emergency event, continue to provide CPR until another AED is brought to the victim or EMS arrives.

#### Medical Response Documentation

- Internal Post-Event Documentation: It is important to document each use of the medical emergency response system (AED). The following forms shall be sent to Ms. Pam Montgomery, safety supervisor, Department of Facilities Management, 2096 Gaither Road, Rockville, MD 20850, 240-314-1070, (fax) 240-314-1068 within 24 hours.
  - A serious incident report shall be completed (called into the Office of School Performance) when CPR and/or AED was used.
  - The AED-trained employee or volunteer responder shall complete a medical event form (9-1-1 form) whenever the AED is used.

- External Post-Event Documentation: A copy of AED use information shall be presented within 48 hours of the emergency to the following:
  - MCPS safety supervisor, Ms. Pam Montgomery
  - Medical director of the AED program, Dr. Roger M. Stone
  - MCFRS AED manager, Lt. Jon Fiedler, as designated in state and local regulations

#### Post-event Review

Following each deployment of the response team member, or if a volunteer responder uses an AED, a review shall be conducted to learn from the experience. The DFM safety supervisor or the athletic director shall conduct and document the post-event review. All key participants in the event shall participate in the review. Included in the review shall be the identification of actions that went well and the collection of opportunities for improvement as well as critical incident stress debriefing. A summary of the post-event review shall be maintained by the DFM safety supervisor in accordance with applicable record retention regulations.

#### System Verification and Review

The medical emergency response system is ultimately successful if necessary medical assistance is provided to victims in a timely and safe manner. Since actual use of the system guidelines is expected to be infrequent, other measures of effectiveness are required. Training with the AED CD training software is required every six months.

#### Annual System Assessment

Once each calendar year, the DFM safety supervisor shall conduct and document a system readiness review. This review shall include review of the following elements:

- Training records
- Equipment operation and maintenance records

#### Approvals

MCFRS AED Coordinator:	Name: <u>Michael McAdams</u>	Signature: <u>Michael A. McAdams</u>	Date: <u>9/7/06</u>
Medical Director:	Name: <u>Roger M. Stone, MD, MS</u>	Signature: <u>Roger M. Stone, MD, MS</u>	Date: <u>9/7/06</u>
MCPS Safety Supervisor:	Name: <u>Pamela K. Montgomery</u>	Signature: <u>PAMELA K. MONTGOMERY</u>	Date: <u>9/7/06</u>



Rockville, Maryland

## High School Automated External Defibrillator (AED) Refresher Training

Name of High School: \_\_\_\_\_

[illegible]

**MONTGOMERY COUNTY PUBLIC SCHOOLS**

High School AED Weekly Safety Inspection Record for: (month)\_\_\_\_\_

[illegible]

**\*Please complete a separate record for each AED.**